



**WATER AND SEWER UTILITY DEPARTMENT**

**REQUEST FOR QUOTATIONS**

**INVENTORY REQUIREMENTS**

**MAY 2017**

Sealed quotes will be received by the City of Charlottetown as set out below for Inventory Requirements.

Quotes shall be submitted by completing this document and placing it in a sealed, opaque envelope, clearly marked on the outside, “**RFQ – Inventory Requirements; Controller; 3rd Floor City Hall**”, and must be received by the Controller before **2:00:00 pm local time on Wednesday, May 24, 2017**. It is the responsibility of the bidder to deliver the sealed quote to the 3rd Floor City Hall before the time indicated. Quotes received after the time indicated shall be returned unopened.

Any addenda will be posted on the City of Charlottetown website at the following address: [www.charlottetown.ca/tenders.php](http://www.charlottetown.ca/tenders.php). Bidders are responsible for checking the website for proposal/quote/tender notices, documents, and addenda. The City is not responsible for ensuring bidders have obtained addenda.

**A minimum of two (2) hard copies of the submission documents is required.** No fax, email or electronic submissions will be accepted as the sole method of submission although an electronic copy (PDF or Microsoft WORD) of the proposal would be appreciated either included in the envelope noted above or emailed following the closing date and time. It is the proponent’s responsibility to ensure that their submission is received prior to the closing date and time noted above. **There will be a public opening of this Request for Quotations.** . The awarding of a contract, if any, resulting from this Request for Quotes, shall be done, upon approval by City Council, as soon as practical after bid evaluations have been completed. Results of this Request for Quotes will be posted on the City’s awards webpage at the following address: [www.charlottetown.ca/awards.php](http://www.charlottetown.ca/awards.php).

This Request for Quotations (RFQ) creates no obligation on the part of the City of Charlottetown to award the contract or to reimburse bidders for RFQ preparation expenses. The City of Charlottetown reserves the right to accept or reject any and all quotes, in whole or in part, received as a result of this request, and to negotiate in any manner necessary to best serve the interest of the City. The decision as to which proposal best satisfies the needs of the City rests solely with the City and any decision is not open to appeal. The City of Charlottetown may cancel or amend this Request for Quotation process without liability at any time. Submissions will not be evaluated if the Bidder’s current or past corporate or other interests may, in the City’s opinion, give rise to a conflict in connection with this project.

At the election of the City, whether or not a bid or bidder otherwise satisfies the requirements of the tender, the City may reject summarily any bid received from a corporation or other person which has been anyway involved in litigation, arbitration or alternative dispute resolution with the City within the five (5) year period immediately preceding the date on which the request for quotations was published.

The City’s evaluation may include information provided by the bidder’s references and may also consider the bidder’s past performance on previous contracts with the City or other institutions.

The City may prohibit a bidder from participating in a procurement process based on past performance or based on inappropriate conduct in a prior procurement process, and such inappropriate conduct shall include but not be limited to the following: (a) the submission of quotations containing misrepresentations or any other inaccurate, misleading or incomplete information; (b) the refusal of the bidder to honour its pricing or other commitments made in its proposal; or (c) any other conduct, situation or circumstance, as solely determined by the City.

A Bidder who has already submitted a bid may submit a further bid at any time up to the official closing time. The last submission received shall supersede and invalidate all submissions previously submitted by that bidder for this RFQ. Any bidder may withdraw or qualify his/her submission at any time up to the official closing time by re-submitting a new bid to the City. The time and date of receipt will be marked thereon and the new submission will be placed in the tender box. The new submission shall be marked on the sealed envelope by the Bidder as “Resubmission #” along with the name of the RFQ and to the attention of the Controller, as noted above in the RFQ. Bids may be withdrawn at any time prior to opening upon written request from the bidder. Negligence on the part of the bidder in preparing his/her bid shall not constitute a right to withdraw a bid subsequent to the bid opening.

Any potential conflict of interest must be disclosed to the City in writing. Any conflict of interest identified will be considered and evaluated by the City. The City has the sole discretion to take the steps they deem necessary to resolve the conflict. If, during the term of the Contract, a conflict or risk of conflict of interest arises, the Contractor will notify the City immediately in writing of that conflict or risk and take any steps that the City reasonably requires to resolve the conflict or deal with the risk.

All questions in respect of this RFQ must be addressed, in writing, by email to Amanda Cheverie, Controller ([acheverie@charlottetown.ca](mailto:acheverie@charlottetown.ca)). Questions must be received no less than three (3) business days before the closing date of this RFQ.

#### **INTRODUCTION:**

The Water and Sewer Utility Department is obtaining submissions on the purchase of the following inventory. Please note that a full Submission Package includes Inventory Requirements Bid Sheets as well as the RFQ Submission Form.

**The undersigned understands and agrees to the following provisions of this tender:**

**AGREEMENT**

1. That the City has now moved to electronic payments on goods and services provided to the City. Payment of invoices will be made by way of Electronic Funds Transfer (EFT). The successful bidder will be required to provide the necessary banking information for registration on the City system prior to any payment to the successful bidder.
2. That the RFQ will not be broken down by each item. Bidders must bid on all items in the inventory listing.
3. That all items, with the exception of pipe, ductile iron/steel and sewer fittings must be **MUELLER**, unless otherwise stated. **Cambridge Brass is acceptable for brass fittings** as noted on Bid Sheet. No other substitutions will be accepted.
4. That all submissions must be **F.O.B. Charlottetown, landed and unloaded in storage yard**, H.S.T. is extra and the submission must indicate date of delivery. The storage yard is located at 12 MacAleer Drive, Charlottetown, PE.
5. That all submissions must be completed on the attached forms, unit costs extended and a total cost shown.
6. That the City of Charlottetown is not bound to accept the lowest or any tender that may be received and reserves the right to reject any tender proposal it, in its sole discretion, deems advisable.
7. That this RFQ is valid for acceptance for a period of sixty (60) days from the date of issuance.
8. All prices remain in effect until all inventory is received.
9. It is the responsibility of the bidder to ensure all prices are clearly written or typed in the attached schedules.

**DATED:** \_\_\_\_\_

**VENDOR:** \_\_\_\_\_

\_\_\_\_\_  
**(Print name)**

# INVENTORY REQUIREMENTS FOR 2017

## Bid Sheet 1

Quantity	Part #	Description	Unit Price	Total Cost
170	A-726	Mueller Services Boxes 6' Bury c/w 35"SS Rods # 88036(SS)		
75	A-800	Mueller Lid Ribbed # 143469		
65	A-804	Mueller Repair Lid c/w set screw		
50	A-812	Mueller 1 $\frac{1}{4}$ " x 12" Service Box Extension		
150	143469	Muller Pentagon Brass Plug for A726 Service Boxes		
50	Blk.Nipples	1" x 6" reamed nipple c/w Iron Pipe Thread		
30	Blk.Nipples	1" x 8" reamed nipple c/w Iron Pipe Thread		
65	Blk.Nipples	1" x 12" reamed nipple c/w Iron Pipe Thread		
35	Blk.Nipples	1" x 18" reamed nipple c/w Iron Pipe Thread		
24	Blk.Nipples	1" x 24" reamed nipple c/w Iron Pipe Thread		
200	Coupling	1" Black Iron Couplings		
8	MVB070C	Mueller Lower Box (7' bury )Lower Box (7' bury )		
6	MVB110C	Mueller Lower Box (11' bury )		
120	AJVB-4D	MVB (4-1/4") Adjustable Top		
22	AJVB-4D-27"	MVB (4-1/4") Adjustable Top x 27" Length		
30	AJBV-5D	MVB (5-1/4") Adjustable Top		
150	AJVB-4C	MVB (4-1/4") Lids stamped "WATER"		
30	AJVB-5C	MVB (5-1/4") Lids stamped "WATER"		
4	7339	Guide Plates Bibby Wagon Wheel Style Only!		
24	H-15008	3/4" C.J Mueller Corporation Stop/Cambridge Brass # 302-A3H3		
4	H-15008	1" C.J Mueller Corporation Stop/Cambridge Brass # 302-A4H4		
1	H-15008	1 1/2" C.J Mueller Corporation Stop		
4	H-15008	2" C.J Mueller Corporation Stop		
25	H-15071N	3/4" C.J Mueller Straight Coupling Compression x Female Copper Flare		
25	H-15071N	$\frac{3}{4}$ " x 5/8" C.J Mueller Straight Coupling Compression x Female Copper Flare		
70	H-15219	3/4" C.J.Mueller Oriseal Curb Stop & Drain/Cambridge Brass # 203 H3H3		
10	H-15219	1" C.J.Mueller Oriseal Curb Stop & Drain/Cambridge Brass # 203 H4H4		
80	C46-33	5/8" XS Lead. X 3/4" C.J. Ford Brass Coupling - (Grip Joint Nut)		
6	H-15403	1" C.J. Mueller Coupling c/w stop/Cambridge Brass #118-H4H4		
25	H-15403	5/8" C.J. X 3/4" C.J. Mueller Coupling c/w stop/Cambridge Brass #118-H3B2		
6	H-15403	3/4" C.J. X 1" C.J. Mueller Coupling c/w stop/Cambridge Brass #118-H4H3		
50	H-12940	3/4" C.J.Mueller Coupling without pipe stops/Cambridge Brass #119-H3H3		
10	H-12940	1 $\frac{1}{2}$ " C.J. Mueller Coupling without pipe stops/Cambridge Brass #119-H6H6		
7	H-12940	2" C.J. Mueller Coupling without pipe stops/Cambridge Brass #119-H7H7		
1	H-12941	1 $\frac{1}{2}$ " x 1 $\frac{1}{2}$ " x 3/4" CJ Tee/Cambridge Brass #150 H6H3		
8	Brass	1" x 3/4" Brass Bushing		
<b>Total Bid Sheet 1</b>				

# INVENTORY REQUIREMENTS FOR 2017

## Bid Sheet 2

Quantity	Part #	Description	Unit Price	Total Cost
5	Brass	3/4" x 1/2" " Brass Bushing		
3	Brass	3/4" Brass Tees		
2	Brass	3/4" Brass MIP Plugs		
4	Brass	3/4" Brass MIP Insert Adapters		
12	Brass	3/4" Brass nipples x close (1" to 2")		
2	Brass	1" Brass nipples x 3" in length		
3	Brass	1" Brass nipples x 6" in length		
4	Copper Pipe	3/4" Copper Pipe (Type K) 20 meter Rolls		
1	Copper Pipe	1" Copper Pipe (Type K) 30 meter Rolls		
300	Ductile Iron	3/4" x 3 1/2" Anti-rotation T Bolts c/w hexagon nut		
8	Ductile Iron	6" M.J. Restraining Flange c/w components for PVC Pipe		
3	Ductile Iron	8" M.J. Restraining Flange c/w components for PVC Pipe		
2	Mueller	4" M.J. Resilient Seat Gate Valve, Epoxy Coated full bore tapping valve		
8	Mueller	6" M.J. Resilient Seat Gate Valve, Epoxy Coated		
2	Mueller	8" M.J. Resilient Seat Gate Valve, Epoxy Coated		
6	Smith-Blair	6" x 3/4" (Mueller Thread) D.I Service Saddle for C. Iron Pipe 317		
2	Smith-Blair	8" x 2" (Mueller Thread) D.I Service Saddle for C. Iron Pipe 317		
4	Smith-Blair	10" x 3/4" (Mueller Thread) D.I Service Saddle for C. Iron Pipe 317		
1	Ductile Iron	6" M.J. 90 Degree Bend D.I		
2	Ductile Iron	6" M.J. 45 Degree Bend D.I		
1	Ductile Iron	6" M.J. 22.5 Degree Bend D.I		
3	PVC	4" Insert Plug for C900 Class 150 Pipe		
1	M-67 Brigadier	Fire Hydrant c/w components (6' Bury) Ch'town Standard		
1	M-67 Brigadier	Fire Hydrant c/w components (8' Bury) Ch'town Standard		
20	Item 3	Hose Nozzle Cap		
50	Item 4	Housing Stem O-ring		
24	Item 7	Oil Hole Screw		
50	Item 9	Operating Nut O-ring		
24	Item 10	Flat Hd. Screw 1/4 20nc x 3/4lg.		
6	Item 11	Body Cap Cover		
24	Item 12	Operating Nut Bearing		
30	Item 25	Safety Flange (Segments)		
17	Item 26	Intersection Gasket		
2	Item 27	Safety Coupling		
30	Item 28	Safety Coupling Bolts & Nuts		
<b>Total Bid Sheet 2</b>				

# INVENTORY REQUIREMENTS FOR 2017

## Bid Sheet 3

Quantity	Part #	Description	Unit Price	Total Cost
5	Item 35	Main Valve Disc		
20	Item 38	Main Valve O-ring		
7	Item 39	Drip Valve Facing		
24	Item 40	Holding Clamp		
24	Item 48	Holding Clamp Screw		
2	Item 50	12" Intersection Barrel Extension		
2	Item 50	18" Intersection Barrel Extension		
6	Item 56	Retaining Ring (Square)		
18	Item 61	Pumper Cap Gaskets		
11	Item 64	Operating Nut		
18	Item 65	Operating Nut O Rings		
9	Mueller 2-500	6" Repair Clamp, (Mueller 500) Range 6.84 - 7.24 x 12"Length		
1	Mueller 2-500	6" Repair Clamp, (Mueller 500) Range 7.04 - 7.44 for AC Class 100 & 150		
1	Mueller 2-500	6" Repair Clamp, (Mueller 500) Range 6.84 - 7.24 x 12" Length c/w 2" branch.		
8	Mueller 2-500	8" Repair Clamp, (Mueller 500) Range 8.99 - 9.39 x 12"Length		
1	Mueller 2-500	10" Repair Clamp, (Mueller 500) Range 11.04 - 11.46 x 18" Length		
4	Mueller 2-500	10" Repair Clamp (Mueller 502) Range 11.75 - 12.15 x 18" Length		
2	Mueller	4" Mueller Maxi Fit Coupling range 4.46 - 5.60		
608 ft	PVC	4" SDR-35 Sewer Pipe		
80 ft	PVC	6" SDR-35 Sewer Pipe		
9	Fernco	4" SDR-35 x 4" A.C./ DI / Non-Crode Preper # 51-44 Sewer Coupling		
20	Fernco	4" SDR-35 x 4" Clay Preper Coupling		
18	Fernco	4" SDR-35 x 4" Concrete Preper Coupling		
2	Fernco	8" SDR-35 x 8" Clay Preper Coupling		
2	Fernco	8" SDR-35 x 8" Concrete Preper Coupling		
18	Fernco	4" EZ Tap sewer saddles		
18	PVC	4" 45 degree short sweep (street x gasket)		
15	PVC	4" 90 degree elbow glue on type		
16	PVC	4" Long Sweep Sewer Bends (45 Degrees)		
15	PVC	4" SDR-35 Insert Plug		
2	PVC	6" SDR-35 Insert Plug		
36	PVC	4" PVC Glue on coupling c/w stop		
36	PVC	4" PVC Glue on coupling without stops (Royal P605) OD is slightly larger		
1	PVC	8" SDR-35 Coupling without stop (Glue on)		
4	PVC	4" SDR 35 Tee Glue On Type		
25	Zinc	Inter-Provincial Corrosion Control Anode -12 lb or equivalent		
<b>Total Bid Sheet 3</b>				

**RFQ SUBMISSION**

**Inventory Requirements for 2017**

**Total Cost Bid (Sheet 1) \$** \_\_\_\_\_

**Total Cost Bid (Sheet 2) \$** \_\_\_\_\_

**Total Cost Bid (Sheet 3) \$** \_\_\_\_\_

**Total HST** \$ \_\_\_\_\_

**Total Bid Price** \$ \_\_\_\_\_

**Date of Delivery:** \_\_\_\_\_

**BID COMPANY NAME:** \_\_\_\_\_

**CONTACT NAME (PRINT):** \_\_\_\_\_

**TELEPHONE/CELL PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_ **Date:** \_\_\_\_\_